



GOALS AND OBJECTIVES: FY 2025/2026

ADA COORDINATOR (Township Coordinator)

ADMINISTRATIVE

- Maintain all records for ADA
- Assist Human Resources with Title I (Employment)
- Represent the Township in all ADA related issues/concerns for Titles I & II

TRANSITION PLAN

- Complete annual inspections of all reported upgrades
- Update Transition Plan and distribute annually for development of budget
- Provide staff support on ADA procedure, and reporting of completed projects
- Complete transition plan tasks, as authorized in the Administrative Policies

SUGGESTED PROJECTS for Department Heads

- Parking lot/transition ramp repairs
 - Township Hall curb
 - Repair cracks exceeding 1/2" in all municipal lots and paths/trails
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 - Upgrades to all gravel lots to ensure accessible route and/or parking
 - Addition of accessible route to all recreation elements/facilities from parking
 - Update all Trailhead ADA parking to include access aisles & signage
 - Consider creating an ADA parking space at top of hill at Winkelhaus
- Public Restroom upgrades – Manly Bennett Park East & West
 - Consideration of Vault Toilet systems, and/or enclosures for portable toilets
- Hire Vendor to inspect/adjust door opening force on all doors annually (Supervisor stated Staff will be doing this – Quote was \$4,500)
- Ensure all Election sites are accessible and adequate signage is obtained/installed
 - Assist Clerk Department with ADA audit each election cycle
 - Assist with development of Election Day flow to ensure continued compliance
- Ensure each building has at least one accessible entrance
 - Fire Station 11 – to repair door facing M-36
 - Fire Station 11 – to consider push button system door facing east
- Purchase Assistive Listening Device System for the public, to be shared between Depts
- Install Emergency generator at Senior/Community Center building in order for it to be used as a proper Emergency Shelter location
- Repair the sidewalk at the Senior Center which serves as an Emergency Exit from building. It is non-compliant currently and is on Transition Plan. Priority 1

TRAINING

- ADA Coordinator Training Certification Program completed
 - Deby Henneman earned ADAC status 1/2024
- Maintain CEUs with online training and conferences, as needed
- Attend extra training on Web Content and Mobile App requirements for Local Governments – deadline for compliance April 26, 2027
- Provide staff support, references, and training, on as needed basis

CURRENT PROJECTS

- Bennett Park & Water Trail Access Improvements #TF22-0107
 - See Grant Report for Details on Funding & Scope
- Website Re-Design – Mobile App – Chat Features
 - Assist team with re-design and development of other tools to increase Accessibility to all web and mobile applications by April 26, 2027
 - Ensure that when staff makes updates they are using Alt Text
 - Ensure that ADA page is updated annually
- Inspections of all past improvements for archive